

**BOARD OF FINANCE**  
**SPECIAL MEETING**  
April 12, 2016 7:00 pm  
Town Hall  
**MINUTES**

**Members Present:** Chairman David Scata, Kevin Cwikla, Diane Malozzi, Elizabeth Charron, Phillip Johnson, Michael Nintean (Alternate), and Stephen Salisbury (Alternate), Vin Shea (Alternate)

**Members Absent:** Meghan Bruce

**Also Present:** First Selectmen Betsy Petrie, Selectmen Glen Coutu, Finance Director Veronica Calvert, Recording Secretary Laurie Bergeron

**A. Call to order** D. Scata called the meeting to order at 7:00 pm

**B. New Business**

- a. Open, discuss, and act upon proposals received for FY 2016-2017 audit services.

Received two proposals for audit services:

Steven Hopkins – with a proposal of \$21,500 for the first year and \$19,500 for the second year.

Second proposal is from Albert J. Rusilowicz with a proposal of \$24,500 for both years.

Both proposals were circulated around to the Board members for review. We budgeted for next year for \$27,000. Each one of them does fall within the budget. D. Scata recommends that we hold off on making a decision until next Tuesday so that he can call references on each auditor. This item will be tabled until the next meeting on April 19, 2016. Veronica will scan in both proposals and email to each Board member so that they can review and let David know any questions they may want asked.

- b. Discuss and act on transferring remaining funds in capital account 220-00-430-2789- 0030 Roads and Bridges Improvement Plan to Fund 244 Roads and Bridges Project.

Veronica Calvert noted that there is \$251,053.96 remaining in this account. L. Charron MOVED that we request the Board of Selectman to bring to the annual town meeting a proposal to transfer the balance of account 220-00-430-2789-0030-000 to Fund 244. P. Johnson SECONDED the motion. All in favor

- c. Discuss input from the April 11, 2016 Public Hearing – meeting was not well attended. Potential cuts to ECS from the state. Governor submitted a new proposal for next year's budget. Potential cuts are still possible. Excess costs are proposed to be cut by \$8 million across the state. Even though there is a new proposal from the Governor we are still not sure as to where our cuts are going to

hit. L. Charron - take on the lack of attendance is that most of the town is not opposed to our proposed budget. Don't agree that we need to go to a zero budget. Is still very concerned as to what cuts will come from the State. We seem to be getting new information on a daily basis. S. Salisbury mentioned that it seemed that the big question of the night was what if we find out after the budget is passed that we are not getting funding expected from the state. What is the plan? M. Nintean take was that there was a light crowd due to the fact that the Board of Ed gets what they want every year. Major projects coming down the road. Feels that this year seems to be a year we could make a zero budget. Firm believer that we should get to a zero budget. P. Johnson concurs with acceptance due to a lack of attendance. Concerns that we had a growth in the grand list and we are showing a growth in the mil rate when we have a possibility to hold it flat. Has played with some numbers and has gotten the number down. Could use this to either work on numbers now or wait for vote and go forward. D. Scata - in past years we have fully supported the BOE so people felt that they didn't need to come out and publicly speak in favor of BOE. Last week we discussed numerous projects, repairs and looking at surplus monies to help fulfill the needs for public works. Realistically we gave most people what they were looking for. The only big no was to Rec Dept for soccer fields. Still very concerned with what we are going to get from the state. If we agree to say that .4 is fine and have a backup plan if more cuts come. S. Salisbury how do you deal with the unknowns? D. Malozzi - our biggest concern is the unknown. Feels we will get more feedback from town meeting. Doesn't feel we can go flat. Feels more areas should be more conservative just in case we get cuts. Recommending freezing budgets? Or do we keep our fingers crossed? Doesn't think anyone has the right answer. If we discuss any budgets being cut, we should at least let them know so that they can be part of the discussion.

K. Cwikla asked what has happened in the past when you are waiting for the state to decide. D. Scata doesn't remember ever being in this situation. If .4 gets passed - what happens in November when we find out we are not getting all monies anticipated. L. Charron commented that even if we requested a freeze, what are you going to freeze, you can't freeze salaries, most are union workers. It's pennies. M. Nintean - can we look at possible new hires that BOE wants for next year and reduce amount to two positions instead of three. D. Scata - We cannot dictate where they spend their money. Can only give them bottom line. What they do with the funding is their responsibility not ours. If we are least considering possible reductions to BOE would at least like to notify them of what is on the agenda. Would like to wait until next Tuesday and hopefully have a more definite idea of what we are looking at. If we are going to make cuts we try to share the burden between the town and the BOE. D. Scata does not want to put the entire burden on the BOE. M. Nintean feels there is room to make cuts without effecting current staff. V. Shea other than taxes they are our biggest revenue. S. Salisbury - is there a way to hold off on TIP and SIP until after November? We do have 180,000 in surplus that we were going to use to pay for things up front and we are holding off on that also. Before we make any decisions feels we need to notify them and let them be heard. L. Charron prefers waiting until next week. Thinks it is a good idea to maybe hold back on SIP and technology until we know the actual revenue. D. Malozzi feels that we should see where we can cut little things to help. D. Scata suggests we do not act upon this item until next week. Would like to inform the BOE and let them know that we are going to look at possible reductions next week. Invite them to be in attendance. L. Charron MOVED to table items "d" and "e" until next week. D. Malozzi SECONDED. P. Johnson abstained,

M. Nintean abstained – all others in favor. D. Scata will notify the BOE of our plans to discuss

- d. Discuss and act on finalized 2016-2017 budget proposal.

\_\_\_\_\_ moves and \_\_\_\_\_ seconds a motion to request the Board of Selectman bring to Annual Town Meeting a proposed FY 2016-2017 budget for the Town of Lebanon of \$\_\_\_\_\_ to include General Town Government, Board of Education and Special Revenue accounts and capital expenditures with projected revenue of \$\_\_\_\_\_ and an estimated mil rate of \_\_\_\_\_ as outlined in the document exhibit dated April 12, 2016, which will represent an increase/decrease/no increase in the amount to be raised by taxes of \_\_\_\_\_%

Item tabled until next Board meeting.

- e. Discuss and act on requesting the BOS to bring to the Annual Town Meeting a proposed 2016-2017 budget.

Item tabled until next Board meeting.

**C. Adjourn**

K. Cwikla MOVED to adjourn at 8:02 pm. P. Johnson SECONDED – all in favor

Respectfully Submitted,  
Laurie J. Bergeron

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.